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Willie L. Brown, Jr., Mayor
Mitchell H. Katz, M.D.
Director of Health

ENVIRONMENTAL HEALTH MANAGEMENT
Hazardous Materials Advisory Committee

HAZARDOUS MATERIALS ADVISORY COMMITTEE

Agenda

ANNOUNCEMENT OF A MEETING

Date: Thursday, January 4, 2001
...me: 8:30 a.m. - 10:00 a.m.
: Department of Public Health
...01 Grove Street, Room 302

...IMENT WILL BE TAKEN ON EACH ITEM

	...ments, Approval of Minutes of 11/2/00 and 12/7/00.	8:30 - 8:35
	...am Updates) – Sue Cone ...atus ...t Update	8:35 – 8:40
	... a representative from the Department of the Environment	8:40 – 9:00
	... a representative from the PUC's Solid Waste Program	9:00 – 9:20
	... of Plans to advance goals of the HMAC ...r Issues ... Sites	9:20 - 9:55
	... Hazardous Waste	
VI	New Business/Old Business/Tentative Agenda	9:55 – 10:00

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City and County of San Francisco
DEPARTMENT OF PUBLIC HEALTH

Willie L. Brown, Jr., Mayor
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ENVIRONMENTAL HEALTH MANAGEMENT
Hazardous Materials Advisory Committee

HAZARDOUS MATERIALS ADVISORY COMMITTEE

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Agenda

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III	Report to the HMAC by a representative from the Department of the Environment	8:40 – 9:00
IV	Report to the HMAC by a representative from the PUC's Solid Waste Program	9:00 – 9:20
V	Discussion and Review of Plans to advance goals of the HMAC • Storm Water Issues • Abandoned Sites • Air Quality • Household Hazardous Waste	9:20 - 9:55
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Fax: 415-252-3959
E-mail: Bruce_Josloff@dph.sf.ca.us

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HAZARDOUS MATERIALS ADVISORY COMMITTEE

Date: January 4, 2001

Members Present: Sue Fandel, Gary Floyd, Jerry Grey, Doug Kern, Donald Lapin, Steve Medbery, Anthony Sacco, Steve Smykowski, Robert Trapani

Observers Were: Sue Cone, (DPH - EHS), Bruce Josloff (DPH - EHS), David Assmann (Dept of the Environment), Jason McKnight (Dept of Solid Waste Management)

Members Excused: Kathryn Hyde

Members Absent: Mark Galbo, Jennifer Mann, Ross Tibbits, Mark Youngkin

The Meeting convened at 8:30 a.m. The meeting was chaired by Doug Kern.

I. Introduction, Announcements, Approval of Minutes

After several comments and edits were made, the minutes of November 2nd and December 7th. were approved unanimously. Accordingly, these minutes will be posted to the HMAC website.

Ms. Cone announced that Mr. Josloff has been promoted to a an IS Business Assistant position with the MIS staff of the Environmental Health Section and will begin his new position next week. Consequently, he will no longer provide secretarial support to the HMAC. Mr. Kern thanked Mr. Josloff for his diligent service to the HMAC over the last two years, and for the exceptional quality of his minutes. Ms. Cone introduced Ms. Pat Cosio, Executive Secretary to Dr. Bhatia. Ms. Cosio has been assigned the task of providing administrative support to the HMAC.

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II. HMUPA Report – Sue Cone

- **Program Status**

Ms. Cone announced that the Fire Inspector for HMUPA, Ms. Cynthia Woo, has resigned. She underscored that Ms. Woo was an outstanding member of the staff and will be missed. Ms. Cone indicated that another Fire Inspector will be assigned to HMUPA to act as liaison between the Program and the SFFD.

- **Enforcement Update**

Ms. Cone stated that four enforcement cases are still pending and that she will provide the committee with an update as these cases proceed.

III. Report to the HMAC on the Goals, Programs and Activities of the Department of the Environment – David Assmann

Mr. Assmann introduced himself as the Deputy Director of the Department of the Environment. He proceeded to provide the Committee with a summary of the goals, activities and projects of the Department of the Environment. Additional summary and detailed information can be accessed through the Department of Environment's webpage at **www.sfenvironment.com.**

The charge of the Department of the Environment is to provide environmental education, information, and referral services to the city; oversee the integrated pest management program; promote environmental and economic sustainability; and advise the City and County of San Francisco on environmental matters.

Since their creation in 1996 by the new City Charter, the Department of the Environment and the Commission on the Environment have been leaders and innovators in the areas of integrated pest management, sustainability planning, biodiversity, green buildings, toxics and dioxin reduction, water conservation, energy, and environmental justice.

In 1997 the City enacted the landmark Integrated Pest Management Ordinance putting in place the most stringent and comprehensive municipal **Pesticide Reduction Program** in the nation. The ordinance mandates a ban on the use of all Category I and II pesticides on City property and charges the City with crafting an approved list of reduced risk pest control products and practices by the year 2000. This program has greatly reduced the use of toxic pesticides in all of the City's 70 departments and bureaus. As new pest control tools become available and are tested by City staff, the amount of pesticides used to maintain City facilities and grounds will continue to fall.

Also in 1997, the Commission on the Environment adopted, and the Board of Supervisors approved, the 177-page **Sustainability Plan** for the City of San Francisco. Mayor Brown signed the legislation adopting it for the City and County of San Francisco in July, 1997. The plan was the result of an extensive community process that took place before the Department's formation.

In 1999, the Resource-Efficient City Building (REB) Ordinances were enacted. These ordinances promote structures that are designed, constructed, renovated, operated and reused in an environmentally and energy-efficient manner. Resource-efficient buildings exhibit a high level of environmental, economic and engineering performance

Also in 1999, the Department of the Environment established a Public Outreach and Information Program. This program provides environmental referral services to the public, city employees, non-profits and businesses. The Public Outreach and Information Program also works to better coordinate and foster communication among agencies that either work on environmental issues, play a regulatory role, or provide environmental services.

The Commission on the Environment's resolutions have been on the leading edge of issues involving protection of public health and the environment, such as dioxin, jet skis, Ward Valley nuclear dumpsite, Presidio transportation, San Francisco Bicycle Plan, and investigating the City's purchase of PG&E's power plants at Potrero and Bayview-Hunters Point.

Publications of the Environment Department include the Sustainability Plan for the City of San Francisco, Integrated Pest Management Program Guidance Documents for departments, Environmental State of the City Report, and Guide to San Francisco Environmental Services. The Department also maintains the Environmental Information and Referral Services (ENVIR) project.

IV. Report to the HMAC by a Representative from the Department of Hazardous Waste Management – Jason McKnight

IV.

IV. Mr. Jason McKnight, Program Assistant of the Department of Hazardous Waste Management , proceeded to provide the HMAC with a summary of the goals, programs, and activities of his Department. He focused upon the two main programs of the Sold Waste Management, Recycling and Household Hazardous Waste Disposal. These summaries and additional details can be accessed from the Solid Waste Management Department's websites at **www.sfhazwaste.org** and **www.sfrecycle.org**.

V. Comprehensive Recycling Program

The San Francisco Recycling Program is part of the City's Solid Waste Management Program, established in 1978 under the direction of the City's Chief Administrative Officer. The Recycling Program was set up in early 1980 with the purpose of facilitating and encouraging recycling in San Francisco.

The program works with residents and businesses to promote waste prevention, reuse and recycling throughout the city in order to conserve valuable resources and reduce the amount of material that is landfilled. Program responsibilities include maximizing waste prevention, meeting a state-mandated requirement to divert 50% of disposed material from landfills by 2000 and matching Alameda County's diversion rate (required as part of our agreement with the Altamont landfill). The program also works with City departments to comply with the City's Resource Conservation Ordinance, and implement other local recycling legislation.

One million tons of waste are generated in the city every year. Thirty percent comes from the residential sector, forty percent from the commercial sector and the remaining thirty percent from the industrial sector. Diversion is highest in the industrial sector, with a rate of about 50%, while 24% of residential discards and 23% of commercial discards are diverted from the waste stream. Overall diversion is currently estimated to be about 30%.

In the residential sector, a city-wide curbside collection program is augmented by 24 drop-off and buy-back centers accepting a variety of recyclable materials. More than 100 companies provide service to the 65,000 businesses in the commercial and industrial sectors.

Public information and education are an essential aspect of informing and motivating residents and businesses to make waste prevention a priority. The program's efforts in this arena have been recognized over the years. For example, the San Francisco Recycling Program received the National Recycling Coalition's award for Best Urban Recycling City in 1990 and the California Resource Recovery Association award for best public education program in the state in 1995.

- **City Government Recycling Program**

The City and County of San Francisco is the largest employer in San Francisco, with more than 23,500 employees. The San Francisco Recycling Program works with City departments to expand and improve recycling programs. More than 7,000 City employees in 175 locations participate in the City's Office Paper Recycling Program and City departments recycled more than 32,000 tons

of material in 1994. The Recycling Program provides technical assistance, presentations and educational materials on waste prevention, recycling and procurement of recycled products to City departments.

Departments are subject to the City's Resource Conservation Ordinance, passed in 1992, which requires waste reduction and the purchase of recycled products. City departments purchased more than $3 million worth of recycled products in 1995.

Waste prevention and recycling programs save City departments thousands of dollars each year. For example, the Recreation and Parks Department saves more than $200,000 a year by chipping its own logs rather than buying wood chips and San Francisco General Hospital saves $120,00 a year by recycling cardboard.

Household Hazardous Waste Disposal

The Household Hazardous Waste Collection Facility provides San Francisco residents with a safe place to dispose of unwanted hazardous waste from their homes. The most common wastes received are leftover paint, motor oil from cars, thinners, spray cans and old garden products, such as pesticides and fertilizers.

Use of the facility is free and is available to San Francisco residents only. Proof of residency is required (e.g., drivers license). The facility is open on Thursday, Friday and Saturday only, from 8 a.m. to 4 p.m., except certain holidays. The facility is located at Sanitary Fill Company at 501 Tunnel Avenue. The Hazardous Waste Hot line is 554-4333.

Business Services

- **VSQG Program**

Most businesses that generate less than 100 kilograms (about 27 gallons or 220 pounds) of hazardous waste per month are Very Small Quantity Generators (VSQG).

The most common businesses in this group are painters, printers, builders, and property managers, but there are many others. VSQGs are also known as CESQGs (Conditionally Exempt Small Quantity Generators) in the regulations.

If a San Francisco business falls into the VSQG, in can take advantage of the VSQG pilot program. Since 1992, VSQG businesses have been able to use a

drop-off program by making an appointment to take their own waste to the City's Household Hazardous Waste Facility. This program is operated by Sanitary Fill Company (a subsidiary of Sunset Scavenger and Golden Gate Disposal). VSQG drop-off days are held once or twice a month (usually the last Wednesday of the month). Motor oil can be dropped off during all business hours.

Sanitary Fill Company is proposing to provide a permanent hazardous waste disposal service for VSQGs. To collect data for the permanent service, there are a limited number of Pilot Collection Days for VSQG businesses. These Pilot Days are held at the Household Hazardous Waste Collection Facility, across the freeway from 3Com Park (formerly Candlestick) in San Francisco.

Mr. McNight concluded by stating that within four years both household residences and small business will be required to properly dispose of hazardous wastes and that these materials were no longer be permitted to go into the municipal solid waste stream.

II. Discussion and Review of Plans to Advance goals of the HMAC

Due to time constraints, discussion of the plans were calendared to the next scheduled meeting of the HMAC in February.

VI. New Business/Old Business/Tentative Agenda

Mr. Kern suggested that the HMAC consider a recommendation to develop a battery disposal resolution for the City. Mr. Sacco and Ms. Fandel expressed interest in this area and the latter proposed that such a plan be outlined within the scope of the Household Hazardous Waste plan.

The February agenda should include a discussion on a resolution to propose a battery disposal plan.

Mr. Kern contacted a representative from the Redevelopment Agency and has invited her to give a presentation on the Agency's Abandoned Site Program.

The Committee adjourned at 10:00 a.m..

City and County of San Francisco
DEPARTMENT OF PUBLIC HEALTH

Willie L. Brown, Jr., Mayor
Mitchell H. Katz, M.D.
Director of Health

ENVIRONMENTAL HEALTH MANAGEMENT
Hazardous Materials Advisory Committee

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HAZARDOUS MATERIALS ADVISORY COMMITTEE

ANNOUNCEMENT OF A MEETING

Date: Thursday, February 1, 2001
Time: 8:30 a.m. - 10:00 a.m.
Place: Department of Public Health
101 Grove Street, Room 302

PUBLIC COMMENT WILL BE TAKEN ON EACH ITEM

I	Introduction, Announcements, Approval of Minutes 01/04/01.	8:30 - 8:35
II	HMUPA Report (Program Updates) – Sue Cone • Program Status • Enforcement Update	8:35 – 8:40
IV	Discussion on Resolution to Implement City Wide Battery Disposal Program	8:40 – 9:00
V	Presentation on Abandoned Sites by Representative from Redevelopment Agency	9:00 – 9:20
VI	Discussion and Review of Plans to advance goals of the HMAC • Storm Water Issues • Abandoned Sites • Air Quality • Household Hazardous Waste	9:20 – 9:55
VI	New Business/Old Business/Tentative Agenda	9:55 – 10:00

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HAZARDOUS MATERIALS ADVISORY COMMITTEE

Date: February 1, 2001

Members Present: Sue Fandel, Kathryn Hyde, Doug Kern, Donald Lapin, Steve Medbery, Anthony Sacco, Robert Trapani

Members Absent: Mark Galbo, Gary Floyd, Jennifer Mann, Ross Tibbits, Mark Yongkin, Jerry Grey, Steve Smykowski

Observers Were: Sue Cone, (DPH - EHS), Sukey Schwartz (DPH - EHS),

The Meeting convened at 8:30 A.M. The meeting was chaired by Doug Kern.

I. Introduction, Announcements, Approval of Minutes

Two minor edits were made to the January 4 minutes, and they are pending formal approval by a quorum of the HMAC. Accordingly, these minutes will be posted to the HMAC website.

Ms. Cone announced that Sukey Schwartz would now be taking minutes for the HMAC.

II. HMUPA Report – Sue Cone

- **Program Status**

Ms. Cone announced that the "Paperless Office" scanning project is on hold until some contractual problems with the vendor are solved.

There is an vacancy for a project director in the Local Oversight Program. Ms. Cone encouraged members to notify any interested parties who are certified as P.E. and R.G.

- **Enforcement Update**

Ms. Cone stated that four enforcement cases are still pending, and that she will provide the committee with an update as these cases proceed.

III. Discussion on Resolution to Implement City Wide Battery Disposal Program

Members will further research the Committee's role in developing recommendations to implement a city wide battery disposal program. Areas of concentration include the impact of this problem, who will bear the cost of such a program, and who will implement it.

IV. Presentation on Abandoned Sites by Representative from Redevelopment Agency

This presentation was continued to a future meeting; date to be determined.

IV.

V. Discussion and Review of Plans to Advance goals of the HMAC

- Storm Water Issues
- Abandoned Sites
- Air Quality
- Household Hazardous Waste

This discussion is ongoing and will continue at the next scheduled meeting of the HMAC.

VI. New Business/Old Business/Tentative Agenda

Tentative Agenda includes:

- Discussion on Resolution to Implement City Wide Battery Disposal Program,
- Presentation on Abandoned Sites by Representative from Redevelopment Agency, and
- Discussion and Review of Plans to Advance Goals of the HMAC

The Committee adjourned at 10:00 a.m.

San Francisco Department of Public Health
Hazardous Materials Unified Program Agency
1390 Market Street, Ste #210
San Francisco, CA 94102

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HAZARDOUS MATERIALS ADVISORY COMMITTEE

ANNOUNCEMENT OF A MEETING

Date: Thursday, March 1, 2001
Time: 8:30 a.m. - 10:00 a.m.
Place: Department of Public Health
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II	HMUPA Report – Sue Cone • Program Status • Enforcement Update	8:35 – 8:40
III	Presentation: CCSF Efforts Regarding Battery Recycling Dave Wells, Sr. Environmental Health Inspector, EHS	8:40 – 8:55
IV	Discussion: Resolution to Implement City Wide Battery Disposal Program	8:55 – 9:15
V	Presentation: Abandoned Sites Martha Walters, SF Redevelopment Agency	9:15 – 9:35
VI	Discussion and Review: Plans to advance goals of the HMAC • Storm Water Issues • Abandoned Sites • Air Quality • Household Hazardous Waste	9:35 – 9:55
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HAZARDOUS MATERIALS ADVISORY COMMITTEE

Date: March 1, 2001

Members Present: Kathryn Hyde, Doug Kern, Donald Lapin, Steve Medbery, Anthony Sacco, Steve Smykowski, Jennifer Mann

Members Absent: Mark Galbo, Gary Floyd, Sue Fandel, Ross Tibbits, Mark Yongkin, Robert Trapani,

Members Excused Jerry Grey

Observers Were: Sue Cone, (DPH - EHS), Sukey Schwartz (DPH - EHS), David Assman, (Department of the Environment) Brad Drda, (Sanitary Fill Company) Sraddha Mehta, (Department of the Environment)

The Meeting convened at 8:30 A.M, and was chaired by Doug Kern.

I. Introduction, Announcements, Approval of Minutes

Introductions were made.

The approval of the January and February minutes was continued due to lack of a quorum.

II. HMUPA Report – Sue Cone

- **Program Status**

Ms. Cone announced that the "Paperless Office" scanning project is still on hold until some contractual problems with the vendor are solved. The project should begin in this fiscal year.

The position for a project director in the Local Oversight Program has been approved by personnel. The position will be advertised, and Ms. Cone

encouraged members to notify any interested parties who are certified as P.E. and R.G.

Union negotiations are presently taking place. Contract and salaries are among issues being considered.

- **Enforcement Update**

Ms. Cone reported on four enforcement cases currently underway. The City may join in working with the State one some of these cases. Ms. Cone will continue to provide updates to the Committee.

III. Presentation: CCSF Efforts Regarding Battery Recycling
Dave Wells, Sr. Environmental Health Inspector, EHS

- Dave Wells reported on the Hazardous Waste divisions' recycling efforts within City departments. Haz Waste recovers full containers of recycled batteries from most City facilities.

- The City contracts with two companies that actually recycle the batteries rather than to dump them into landfill.

IV. Discussion: Resolution to Implement City Wide Battery Disposal Program

- Brad Drda noted that the Sanitary Fill Company currently collects batteries from businesses that qualify as CESQG's, (Conditionally Exempt Small Quantity Generators).

- Kathryn Hyde reported that the CAO's Solid Waste department will be doing a "Media Blitz" to promote battery recycling programs at various Walgreens locations.

- There was discussion about encouraging recycling among City agencies, by sending citywide email, and mailing notices along with employees' paychecks.

II. Presentation: Abandoned Sites
Martha Walters, SF Redevelopment Agency

This presentation was continued to a future meeting.

III. Discussion and Review: Plans to Advance Goals of the HMAC

- Storm Water Issues

- Abandoned Sites
- Air Quality
- Household Hazardous Waste

Don Lapin distributed copies of the Association of bay Area Governments (ABAG) "January 2001 Green Business Update", along with a draft letter to Dr Katz, encouraging the S.F. Health Department to participate in a similar incentive program for SF Businesses.

Discussion focused on the possibility of disbanding the HMAC for reasons including duplication in other City agencies. There was also discussion about members combining their efforts with those of the Commission on the Environment.

VII. New Business/Old Business/Tentative Agenda

Tentative Agenda includes:

- Presentation on Abandoned Sites by Representative from Redevelopment Agency, and
- Proposal to disband the HMAC

The Committee adjourned at 10:30 a.m.

City and County of San Francisco
DEPARTMENT OF PUBLIC HEALTH

Willie L. Brown, Jr., Mayor
Mitchell H. Katz, M.D.
Director of Health

ENVIRONMENTAL HEALTH MANAGEMENT
Hazardous Materials Advisory Committee

HAZARDOUS MATERIALS ADVISORY COMMITTEE

ANNOUNCEMENT OF A MEETING

Date: Thursday, April 5, 2001
Time: 8:30 a.m. - 10:00 a.m.
Place: Department of Public Health
101 Grove Street, Room 302

PUBLIC COMMENT WILL BE TAKEN ON EACH ITEM

I	Introduction, Announcements, Approval of Minutes 01/04/01,2/1/01 and 3/1/01.	8:30 - 8:35
II	HMUPA Report – Sue Cone • Program Status • Enforcement Update	8:35 – 8:40
III	Presentation: Abandoned Sites Martha Walters, SF Redevelopment Agency	8:40 – 9:00
IV	ACTION ITEM: Vote to Disband the HMAC	9:00 – 9:30
V	Discussion: Resolution to Implement City Wide Battery Disposal Program	9:30 – 9:45
VI	New Business/Old Business/Tentative Agenda	9:45 – 10:00

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The meeting room is wheel chair accessible. The closest accessible BART station is the Civic Center Station at United nations Plaza and Market Street. Accessible MUNI lines serving this location are MUNI-Metro Lines, J-Church, F-Market, K-Ingleside, L-Taraval, M-Oceanview and N-Judah at Civic Center Station; and surface lines 9 and 9X San Bruno, 19 Polk, 26 Valencia, 42 Downtown Loop, 49 Van Ness/Mission and 71 Haight Noriega. For information about MUNI accessible services call 923-6142.

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Know your rights under the Sunshine Ordinance! (Chapter 6.7 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force at 401 Van Ness Avenue, Room 402, San Francisco, CA.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE SUNSHINE TASK FORCE.

Currently, that information is:

SUNSHINE ORDINANCE TASK FORCE
Donna Hall, Administrator
City Hall, room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689
Office: (415) 554-7724
(Fax): (415) 554-5163
(E-mail): Donna_Hall@ci.sf.ca.us

Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.ci.sf.ca.us.

Contact Pat Cosio, Secretary to the Hazardous Materials Advisory Committee, if you wish to inspect documents referred to on the agenda.
Phone: 415-252-3985
Fax: 415-252-3818
E-mail: Pat_Cosio@dph.sf.ca.us

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San Francisco Department of Public Health
Hazardous Materials Unified Program Agency
1390 Market Street, Ste #210
San Francisco, CA 94102

HAZARDOUS MATERIALS ADVISORY COMMITTEE

Date: April 5, 2001

Members Present: Kathryn Hyde, Doug Kern, Donald Lapin, Steve Medbery, Anthony Sacco, Steve Smykowski, Jennifer Mann, Susan Fandel, Jerry Grey.

Members Absent: Mark Galbo, Gary Floyd, Ross Tibbits, Mark Yongkin, ,

Members Excused Robert Trapani

Observers Were: Sue Cone, (DPH - EHS), Sukey Schwartz, (DPH - EHS), Sraddha Mehta, (Department of the Environment) Darcy Brown, (Solid Waste Management Program), Alex Erzen, Solid Waste Management Program), Marjareh Zarrehparvar, (Solid Waste Management Program)

The Meeting convened at 8:30 A.M, and was chaired by Doug Kern.

The minutes of the January 4, 2001, February 1, 2001 and March 1, 2001 meetings were approved.

During this meeting, the Hazardous Materials Advisory Committee voted 8-1 to approve a resolution to dissolve the committee effective at the conclusion of today's meeting. DPH staff will be working with staff of the City Attorney's Office to amend San Francisco Health Code Article 21 to reflect this resolution.

The Committee adjourned at 9:20 a.m.

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